



STAFF REPORT
Board Meeting of March 18, 2026

AGENDA ITEM: 7-C

PREPARED BY: Troy McNeil, Deputy Director/Fiscal Supervisor

SUBJECT:

FY 2025-26 Overall Work Program (OWP) and Budget Amendment No. 3

Enclosure: Yes

Action: Approve OWP Amendment No. 3

SUMMARY:

Included in your package is Amendment No. 3 of the FY 2025-26 Overall Work Program & Budget. The revised Budget is \$4,591,376 (a \$698 increase from the previously approved budget). The amendment reflects changes due to the following:

- Recognition of increased modeling and traffic monitoring software costs; and
- Recognition of change in assigned staff hours to work elements.

The amendment is recognized in the following accounts:

Revenues – (Increase \$698)

- FHWA PL Carryover FY 24-25 – Increase \$1
- Member Assessment Fees – Decrease \$28
- MCTA – Increase \$150
- Reserve – Decrease \$2,985

Salaries & Benefits – (Decrease \$2)

- Medicare – Decrease \$1
- Workers Compensation – Decrease \$1

Indirect Costs – (No change)

Other Direct Costs – (Increase \$700)

- Technical/Modeling On-call Services – Decrease \$1,500
- Traffic Model & GIS Support – Increase \$700
- Traffic Monitoring Program – Increase \$1,500

Changes were made to all Work Elements except WE 102.1 – REAP 2.0, WE 104 – Oakhurst Mobility Study, WE 106 – Sustainable Communities Strategy Development FY 23-24, WE 106.1 – Sustainable Communities Strategy Development FY 24-25, WE 106.2 – Sustainable Communities Strategy Development FY 25-26, WE 107 – VTRANSFRM Study, WE 108 – Regional Climate Adaptation and Resilience Framework, WE 201 – Transit Planning, and WE 802 – SB 125 Transit Program.

FISCAL IMPACT:

An increase of \$698 on the approved 2025-26 Overall Work Program and Budget.